Village of Boonville Board of Trustees
13149 State Route 12
Boonville, NY 13309

Meeting of November 12, 2025

Present:
Mayor Dellerba, Trustees Andrews, McIntyre, Satterly, and Stabb, Treasurer/Grant Administrator Lisa Kaiding, Street Superintendent Richard Welch, Transfer Site Foreman James Brach, and Clerk Lee.
Absent: None.

Visitors: Timothy Parker, Mike Parker and Carri Yager-Parker all from the "Mayfair on the Green" festival.

Meeting: Mayor Dellerba called the meeting to order at 7:00PM.

Minutes:
Motion by Trustee Andrews, seconded by Trustee McIntyre to approve the October 28, 2025, workshop meeting minutes as presented. Ayes – Trustees Andrews, McIntyre, Satterly, Stabb and Mayor Dellerba; nays – none. Motion carried.

Visitors: Mr. Timothy Parker of the "Mayfair on the Green" festival, respectfully requested the use of Erwin Park for his 2-day festival. He stated that previously for many years, the festival was held in Holland Patent. After Mr. Parker answered some of the questions the village board had regarding the festival, a motion was made by Trustee Stabb, seconded by Trustee Satterly to approve of the "Mayfair on the Green" festival to be held May 16-17, 2026, at Erwin Park. Mr. Parker stated that he would arrange and provide (4) porta-johns for the event and provide the village with a certificate of insurance. Ayes – Trustees Stabb, Satterly, Andrews, McIntyre; nays – none. Motion carried.

Correspondence: Thank you note to Mayor Dellerba- A thank you note was received by Mayor Dellerba from village resident Kathy Crofoot, thanking her for her assistance in providing a number where the Town of Boonville's Dog Control Officer could be reached.

Dodge-Pratt-Northam Art & Community Center (DPN)- A note of thanks was received from the DPN to thank the village for all their collaborative efforts and continued support.

Department Reports:

Grants- Treasurer Kaiding presented her report to the board ahead of the meeting. Treasurer Kaiding stated that she is waiting to hear on following items: Lowes Hometown Hero Grant - $50,000 - $75,000 towards amphitheater project at Erwin Park. Request for congressional funds for Capital Project - $1,000,000. Still working on the following grants: Department of State Smart Growth; Capital Project; Erwin Park, Restore NY8; Restore NY9. Administering the following grants: Capital Project WWTP; Oneida Co. Main Street; Oneida Co. Flood Mitigation; NYS Parks; EFC Smart Growth – for Village and Town Comprehensive Plan; Bridge NY; Oneida Co. Flood Mitigation; NY Forward; Restore NY8 and Restore NY9. Treasurer Kaiding stated that the Village received $2,800.00 in funds from the Sawyer Grant and the item that the Village wanted to purchase was an AED for the Town & Village Office Building and an AED unit for Erwin Park. A motion was made by Trustee Stabb, seconded by Trustee McIntyre to approve of the purchase of (2) AED units with the Sawyer Grant Funds. The Town & Village indoor unit cost is $1,364.64 and the cost will be shared 50/50 with the Town of Boonville and the outdoor AED unit for Erwin Park is at a cost of $1,697.25. Ayes – Trustees Stabb, McIntyre, Andrews, Satterly and Mayor Dellerba; nays – none. Motion carried. Treasurer Kaiding presented her October treasurer's report to the village board for their review ahead of the meeting.

Police- Chief Olney submitted his activity report for October. In the month of October there were 141village calls for service answered by the police department and 145 calls in total that were handled by the village police. New Police Officer Edward J. Sherman, Jr. has successfully completed his field training period and is now authorized to patrol on his own. This will greatly increase coverage in the village. Dual Directional Radars were purchased on a state grant. They have been received and installed. They can detect speeds from the front and rear of the patrol vehicle while the patrol vehicle is moving or stationary. They will also track speeds in both same and opposite direction. The village has also been approved to receive one additional camera installed by Oneida County on the previous grant. This camera will be installed on the corner of West Street and Post Street, giving us views of West Street, both directions on Post Street, Thornton Avenue, and the end of East Schuyler Street. The addition of this camera brings us to 7 camera locations for a total of 28 camera views. Chief Olney continues to pursue additional grants from NYS. Some of the items he would like to acquire/upgrade: replacement of 2017 Ford Explorer patrol vehicle, solar powered speed display signs throughout the village; handheld LASER speed measuring device; update/upgrade computers in the vehicles and computers and servers in the station, and access control for all exterior doors to the police station and evidence storage area with key card access. The following quotes for (4) tires for the 2022 Chevy patrol vehicle, were presented to the board for consideration:

Crill's Tire & Service	$852.00
Mavis	$901.96
Pep Boys of New Hartford	$939.96

A motion was made by Trustee McIntyre, seconded by Trustee Stabb to approve of the purchase of (4) new tires from Crill's Tires & Service for the 2022 Chevy patrol truck at a cost of $852.00. Ayes – Trustees McIntyre, Stabb, Andrews, Satterly and Mayor Dellerba; nays – none. Motion carried.

Parks- No report.

Streets/Sewers- Street Superintendent stated that the 2022 Ford pickup that he drives is misfiring and the warranty was out in August 2025. A motion was made by Trustee Stabb, seconded by Trustee McIntyre to approve Superintendent Welch taking the 2022 Ford to get diagnosed by an auto service center for the misfiring issue. Ayes – Trustees Stabb, McIntyre, Andrews, Satterly and Mayor Dellerba; nays – none. Motion carried. Superintendent Welch presented the following quotes for a new sander unit for the 2022 Ford pickup:

Charles D. Stahl Sales & Service	Boss 8' 2-cu. yard pintle chain spreader installed w/dual vibrator	$8,345.00
All Seasons Power Equipment	Fisher 1.5-cu. yard Poly Tempest Chain Drive installed w/vibrator	$6,800.00
Whitesboro Spring	Fisher 7' 1.5-cu. yard Poly Tempest w/vibrator	$8,163.00

A motion was made by Trustee McIntyre, seconded by Trustee Andrews to approve of the purchase of the 2-cu. yard Boss sander unit from Charles D. Stahl Sales & Service at a total cost of $8,345.00. Ayes – Trustees McIntyre, Andrews, Satterly, Stabb and Mayor Dellerba; nays – none. Motion carried.

Renovation at the pump station is complete.

WWTP- Belt press was not running well for the month; VFD for Penn Valley sludge pump has died – replacement VFD ordered and arrived and installed on October 29th.; hauler activity continued for October; haulers brought in 22,750 gallons of septic to the plant in October. The jet machine is beginning to show its age, and we are unable to jet sewers currently; Eric and Zach have worked on repairing the jet machine and feel we may have a solution. Zach and Eric performed mark-outs in October at the following locations: 208 Post Street, 162 West Street and the corner of Church Street and Aubrey Avenue and all the way to Lansing Place. Both return sludge pumps were disassembled and cleaned and have been operating quite well since. Falter Construction Co. is on site and progressing with the pouring of concrete in the SBR tank area; silt fencing has been put into place around the entire site for the new SBR tanks and is inspected; the plant received a dose of fuel oil through the sewer, and the toxicity killed the biomass. Eggan Environmental was contacted on 10/7/25 to pump the tanks down to remove toxicity and to allow regrowth. The village had received odor complaints from the residents. Herkimer County Sewer District was contacted to receive what was pumped out and to also provide new bacteria for reseeding. NYSDEC was contacted for help in determining the best steps forward, and now the plant is recovering quite well.

Transfer Site- No report.

Fire- No report.

Zoning & Codes- The October Zoning & Code Enforcement report was submitted via email to the board. In the month of October the department conducted: 10 site inspections; 10 site visits; issued 3 building permits and 4 zoning permits and 2 letters of violation. The large maps need to be inventoried in the office; sub-division folders need to be inventoried, renamed and tax map numbers updated; new building code starts December 31, 2025.

Old Business: None.

New Business:
2026 Medicare Supplemental & Dental Plan Renewals- Clerk Lee presented the board with the renewal information on both insurance plans. The dental plan increased by approximately 1.69%, the new tiers of the dental plan prices are as follows:

2025 Dental:		2026 Dental:	
Single	$39.06	Single	$39.72
Employee + Spouse	$78.11	Employee + Spouse	$79.43
Employee + Child/Children	$72.72	Employee + Child/Children	$73.95
Family	$118.30	Family	$120.29

The 2026 Medicare Supplemental plan rates increased by 9.90% over the 2025 plan year:

2025 Single Subscriber	$466.79	2026 Single Subscriber	$513.00

A motion was made by Trustee Stabb, seconded by Trustee McIntyre to approve of the renewal of the employees' 2026 dental plan and the retirees 2026 Medicare Supplemental plan as presented. Ayes – Stabb, McIntyre, Andrews, Satterly and Mayor Dellerba; nays – none. Motion carried.

Payment Applications for WWTP Capital Project- Treasurer Kaiding presented two payment applications for village board consideration:

C.O. Falter Construction Co.	Payment App. No. 4	$1,007,000.00
Spencer Electric	Payment App. No. 3	$132,942.70

A motion was made by Trustee Stabb, seconded by Trustee Andrews to approve of the payment applications as presented and, furthermore, to approve of Mayor Dellerba's signature on both payment applications. Ayes – Trustees Stabb, Andrews, McIntyre, Satterly and Mayor Dellerba; nays – none. Motion carried.

Executive Session: A motion was made at 7:52PM by Trustee Stabb, seconded by Trustee Satterly, to discuss matters pertaining to a particular employee. Ayes – Trustees Stabb, Satterly, Andrews, McIntyre and Mayor Dellerba; nays – none. Motion carried. All meeting attendees exited the meeting at this time except Treasurer Kaiding. Treasurer Kaiding exited the meeting at 7:54PM. The meeting returned to regular session at 8:03PM. No decisions were made.

Bills & Payroll: A motion was made by Trustee Stabb, seconded by Trustee Andrews to approve of the following bills of Abstracts #10 for the General Fund, Transfer Site Fund, WWTP Fund, abstract #6 Trust & Agency Fund and abstract #48 for the Capital Project at the WWTP and the payrolls for the weeks of: October 26th and November 2, 2025:

Gen. Fund	Abs #10	$70,079.85	Vou: #237-268
Transfer Site	Abs #10	$3,287.46	Vou: #49-56
WWTP Fund	Abs #10	$11,394.59	Vou: #72-82
Trust & Agency	Abs #6	$3,096.19	Vou: #16-18
Capital Project at WWTP	Abs #48	$1,025,338.31	Vou: #67-70

Ayes – Trustees Stabb, McIntyre, Andrews, Satterly and Mayor Dellerba; nays – none. Motion carried.

Adjournment: There being no other business, a motion was made to adjourn at 8:18PM by Trustee Andrews, second by Trustee McIntyre. Ayes – Trustees Andrews, McIntyre, Satterly, Stabb, and Mayor Dellerba; nays – none. Motion carried.

Wendy Lee
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Wendy Lee, Village Clerk